

SAFETY FILE REQUIREMENTS

1765

(No. 30 October 2000)

Documenting safety activities is an important part of any safety program. Documentation provides valuable information regarding accident prevention efforts and results. It also provides proof of compliance to various CCR, Title 8 safety orders when Cal-OSHA holds a compliance inspection.

The following items must be on file at the workplace:

- Injury and Illness Prevention Program and Guidebook.
- Cal-OSHA 300 Log.
- Material Data and Safety Sheets (MSDS).
- Project Safety Work Plans ([IIPP-2](#)).
- Facilities Inspection Forms ([CAL FIRE-66](#)).
- Safety Committee Meeting Minutes.
- Employers Report of Occupational Injuries, perceived exposure, non-reportable injuries, near hits (CAL FIRE 3067)
- Report of Vehicle Accidents ([STD 270](#)).
- Report of State Driver Accidents (STD 274).
- Employee Training Records.
- Accident Investigation Summary Report (Green Sheet).
- Accident Incident Investigation Form (FC-119) for Air Attack and Helitack Bases.
- Physical Fitness Logs ([IIPP-11](#)), or equivalent.

[\(see next section\)](#)

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[\(see Forms or Forms Samples\)](#)